

UK COSPAR National Committee

Second Meeting: Dec 2003/Mar 2004

Committee Members:

Mr Chris Argent (Surrey), Professor Richard Harrison (RAL), Professor Phillip Moore (Newcastle University), Professor David Rees (Kent), Professor Tim Sumner (Imperial College London), Professor Peter Wilmore (Birmingham University), Professor Andrew Coates (MSSL).

Note: This meeting was held by e-mail between December 11 2003 and March 2 2004.

Introduction: This meeting was timed to discuss preparation for the COSPAR Assembly for the UK. The meeting was called by RH acting on behalf of the Member Institute. The Minutes, below, are a summary of the discussion.

Minutes of the Meeting of June/July 2003

No changes were requested to the Minutes of the last meeting. These minutes were posted on the UK Web site at www.cospar.rl.ac.uk (in Committee pages).

Matters Arising

Action 1.1 – RH did set up web page for Committee and for Committee Minutes. The first meeting Minutes were posted on this site.

Action 2.1 – RH did confirm UK Committee membership to COSPAR HQ.

Action 2.2 – RAH did inform SCOSTEP of the new UK representative.

COSPAR Awards

Following discussion at the last Committee meeting, Professor Len Culhane of MSSL/UCL was nominated for a COSPAR award. This seemed to be an appropriate nomination given his many years of activity in the UK space business and his leadership at MSSL and in the space community. His nomination was formally submitted by PW. His impending retirement makes the nomination timely. Also, we note that Professor Peter Willmore, of our own Committee, has been nominated for an award (not by this Committee).

UK Activity in COSPAR: Commission Chairs, Session Organisers etc..

The question considered was, with the upcoming Paris meeting, how do we encourage UK people to step forward? This applies to all levels of COSPAR activities, from taking on

session organisational roles through to Scientific Commission chairmanship. Thanks to the efforts of DR in particular, we succeeded in distributing a mailing to most, if not all, UK COSPAR Associates. This involved significant drafting of documentation by DR, with inputs from CA and RH. In addition, we are grateful for the efforts of Jenny Dallimore and Sarah Nicholls at RAL in updating the Web site to accommodate the mailing and in compiling the e-mail list. The mailing detailed the activities of COSPAR and the Assembly, and the opportunities which are open to an individual. It encouraged UK people to become involved. It used extensive links to the UK Web site.

As part of this, DR suggested that the 'corporate style' for our activities should come under the banner 'UK-COSPAR' rather than COSPAR in the UK. This was supported by RH and CA and has been incorporated into the Web site.

The e-mail material and the corresponding Web updates have all been done, so there are no remaining actions at this time. This activity was complete before the February COSPAR abstract deadline, and thus acted as a reminder to the UK community of the deadline. We must await the outcome of the UK response to assess any impact of this activity.

RH would like to relay thanks to DR in particular for instigating this exercise and for doing much of the spadework.

Terms of Reference

At the last meeting, the Committee Terms of reference were agreed. Some changes have been suggested by CA and distributed by e-mail. Given the fact that there were no objections, the updated terms of reference are below:

Terms of Reference (March 2004)

- To advise the UK Delegate to COSPAR on matters for Bureau and other meetings, and on matters pertaining to UK participation in COSPAR and the level of the UK subscription to COSPAR;
- To advise on nominations for COSPAR awards;
- To respond to COSPAR matters as appropriate (tabled by UK Delegate, UK Member Institute or arriving directly from the COSPAR Secretariat);
- To appoint the UK Delegate to COSPAR as required;
- To appoint the UK SCOSTEP Delegate as required, and to advise the SCOSTEP Delegate as required;
- To encourage UK Associates to attend Assemblies, as well as meetings of the Commission/Sub-commissions, to which they are affiliated, and be ready to take on responsibilities as officers of COSPAR's subordinate bodies as and when appropriate;
- To monitor the activities of the Member Institute, including the dissemination of information to the community;
- To promote invitations for COSPAR meetings to be hosted in the UK as desired;
- To liaise and consult with learned societies and bodies in the UK as necessary, to provide the best responses on behalf of the UK to COSPAR initiatives, and to ensure efficient information dissemination;
- To oversee reports on national matters to COSPAR and other bodies as required.

Note added from last meeting: "Noting the last item, there was some discussion about a national report to COSPAR at the time of the Scientific Assemblies. In the past a formal

report was compiled. This has not been the case in recent years and it was felt that a report of this nature may be rather unpopular and difficult to resurrect. However, the BNSC and PPARC did produce a booklet called UK Space Activities, which was distributed at the Houston World Space Congress and COSPAR HQ did state that they 'would be very pleased if the same or a similar report could be made available in modest quantities at future Scientific Assemblies'. The report consisted of 38 pages, with some details of missions, progress, financial distribution etc... using a colourful style. There was some feeling that it may be rather too basic. However, in the absence of an other report, it is acceptable, and if BNSC/PPARC are producing something for the Paris Scientific Assembly, for example, the Committee could, perhaps, provide some influence on the production and content. This was deferred to the next meeting."

Action 5.1 – RH to establish if PPARC/BNSC plan to produce such a report in time for the Paris Assembly.